

**TOWN OF FRANCESTOWN**  
OFFICE OF SELECTMEN  
27 MAIN STREET • P.O. BOX 5  
FRANCESTOWN, NEW HAMPSHIRE 03043-0005  
**BOARD OF SELECTMEN MEETING MINUTES**

**November 26, 2012**

Selectmen Present: Chair Betsy Hardwick, Scott Carbee, and Abigail Arnold

Also present: Building Inspector Peter Hopkins

**CALL TO ORDER:** 5:05 PM

**MOTION:** Betsy made a motion to enter nonpublic session seconded by Scott pursuant to RSA 91-A:3, II (a) hiring of someone as a public employee.

Roll Call vote to enter nonpublic session:	Betsy Hardwick	Aye
	Scott Carbee	Aye
	Abigail Arnold	Aye

The meeting room was cleared and the Board entered nonpublic session at 5:05 p.m.

At 6:45 p.m. the Board returned to public session having decided to seal the minutes having voted by a vote of 2/3's or greater of the members present to not disclose the minutes and decisions reached therein to the public, as divulgence of the information discussed likely would affect adversely the reputation of any person other than a member of the public body itself, until – in the opinion of a majority of the members – the aforesaid circumstances no longer apply.

The Board reconvened the meeting at the Town Offices – Lower Level at 6:45

Also present: Charlie Pyle, Nick Wilder, Henry Kunhardt, Abby Dawson, Bill McAuley, Polly Freese, and Betty Berhsing

**Appointments**

1. Budget Advisory Committee – Mike outlined to the Board and the BAC the Departments' Requested budgets and his recommendations. The departments' overall requested operating budget is \$1,518,333, an unadjusted increase of 7.24%. Mike stated he recommends an operating budget of \$1,469,479, an unadjusted increase of 3.97%. He outlined some of the major increases and decreases in each of the budgets and changes he recommends. A major adjustment in this year's budget is that he is recommending that the Town include expenditures that are offset by revenues in the budget. The Town's auditor and the Department of Revenue Administration agree with this recommendation.

The BAC and the Board discussed whether a wage increase for all employees could be afforded and what that amount should be. They also discussed how health insurance rates factored into the discussion. There was a discussion about the Welfare eligibility payments and Mike stated that the level request was based on current projections. There was a discussion about the value of having a recognition event for Town employees and/or volunteers. There was a discussion about the need to have an employee focused on building maintenance and how that could be done. Many of the current expenses the Town is facing are because routine maintenance has been neglected. The Board and BAC discussed the need to deal with the buildings on Town-owned buildings on East Road, the cost of which are not known; there has been a complaint about the smaller building so that should be taken care of sooner. There was a discussion about the increase to the Master Plan update budget line. The Heritage Commission's request for a bank fee line in their request was discussed. There was a discussion about the need of the new line in Cemeteries for Landscaping Maintenance; Cemetery Trustee Polly Freese stated that it will be to do pruning and other maintenance that is not included in the landscaping contract. Charlie stated he thought the Board needed to decide their position on the Highway staffing hours before the BAC could make an opinion. The Board discussed the Recreation Department wages and programming.

The Board and BAC agreed to next meet Monday December 3<sup>rd</sup> with the Heritage Commission at 5:30 and the Road Agent at 5:45. The Board also agreed to meet with the BAC on December 10<sup>th</sup> at 6:30 and December 11<sup>th</sup> at 5 PM. The Board and BAC agreed they wanted to meet with representatives from the following at some point: Planning Board, Heritage Commission, Cemetery Trustees, Firewards, Police Chief, Road Agent, Solid Waste Committee, Recreation Commission, and the Library.

The Board reconvened the meeting at the Town Offices – Selectmen's Meeting Room at 9:00 p.m.

### **Items to Sign**

1. Payables Manifest 11/26/12
2. Payroll Manifest 11/26/12
3. Payables Manifest 11/20/12
4. Intent to Cut for Map 3 Lot 3-6
5. Intent to Cut for Map 5 Lots 32, 33, and 34. The Board discussed Wendy's memo questioning how a tax warrant would be applied in this case considering there were multiple lots on one intent to cut and agreed that the tax collector could attach a tax warrant to each lot or only one lot – the Board agreed it could be applied in any way the tax collector saw fit.

**NEXT BOARD OF SELECTMEN MEETING:** 5 PM on December 3<sup>rd</sup>

**ADJOURNMENT:** Betsy adjourned the meeting at 9:15 p.m.

Respectfully Submitted by Michael Branley

Approved on December 3, 2012

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Board of Selectmen Chair Betsy Hardwick

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Selectman Scott S. Carbee

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Selectperson Abigail Arnold